Policy Workgroup Charter

The policy workgroup has been chartered to recommend policies and organizational structure to support the development and implementation of a shared vision and plan for addressing health care quality and cost through health information technology (HIT) and health information exchange (HIE) in Alabama. For the purposes of the grant period, a steering committee will be established to review policies developed by the workgroup and make recommendations to the Medicaid Commissioner. Following the grant period, it is anticipated that a separate, independent governing body will be necessary to continue the work of the grant and expand it as needed.

Mission of the policy workgroup during the grant period:

- Provide leadership, encourage collaboration/coordination, and ensure broad-based representation of interested parties and the ability for these parties to share ideas freely.
- Make policy recommendations to the steering committee.
- Assist other workgroups as necessary in developing policies.
- Support/facilitate adoption of HIT, to include clinical support tool and state agency interoperability
- Promote equitable and ethical approach to HIE
- Encourage policies that ensure a uniform approach and compliance with applicable state and federal laws and regulations.
- Promote use of existing resources
- Assist in developing business plan for project to include marketing/communications
- Recommend policies for an independent audit (e.g., for security, access issues)
- Promote transparency and accountability

Scope and boundaries

- All discussions/communications will be transparent and open to diverse opinions.
- All recommendations during the grant period will be purely advisory in nature. The Alabama Medicaid Commissioner will have the final authority for grant decisions.
- The policy workgroup members shall agree to operate within the boundaries of the policy it is to establish regarding conflict resolution.

Constraints:

- Credibility, trust, willingness to share information
- Possible turf issues
- Reluctance to change
- Consumer fears regarding privacy
- Need for quick decision making due to aggressive time frame and need to balance this with time necessary to ensure stakeholder education and constituent buy in.
- Steep learning curve

Milestones:

- Review and recommend an interim governance structure and operating rules for the grant period – June 07
- Recommend operating rules for the policy workgroup – complete March 07
- Provide guidelines to the pilot project to ensure broad-based participation and a successful outcome – upon request
- Recommend policy for independent audit – October 07
- Assist workgroups as needed by reviewing and/or developing policies – upon request
- Review critical success factors included in grant proposal to determine if changes are needed – Sept. 07
- Recommend long-term governance structure and operating rules – Jan 08
- Recommend criteria for identification of HHS agency for interoperability project with Medicaid Agency – April 07